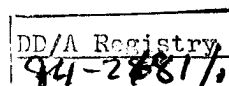


Central Intelligence Agency



Washington, D.C. 20505



14 SEP 1984

The Honorable James C. Sanders
Administrator
U.S. Small Business Administration
Washington, D.C. 20416

Dear Mr. Sanders:

This is in response to your letter of August 31, 1984, to the Director extending an invitation to the VIP Preview of the National Minority Procurement Fair on 1 October 1984. Unfortunately, Mr. Casey cannot personally attend this affair, however, he has directed appropriate CIA procurement and requirements officials to visit the Fair during its running and to take advantage of all that it offers.

This Agency is in full accord with the goals and objectives of such an event and will continue to stress the importance of contracting with small and minority businesses. Best wishes for a successful fair.

Sincerely,



Harry E. Fitzwater
Deputy Director
for
Administration

STAT

OL/PMS/ [redacted] 11SEP84)

STAT

Distribution:

Orig - Addressee

✓ 1 - ER

2 - DDA

1 - OL Reader

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1 - PMS Official

1 - PMS Chrono

OL 5126-84



P-306

ROUTING AND TRANSMITTAL SLIP

Date

9/6

TO: (Name, office symbol, room number, building, Agency/Post)	Initials	Date
1. C/PROCUREMENT MANAGEMENT STAFF/OL		
2.		
3.		
4.		
5.		

Action	File	Note and Return
Approval	For Clearance	Per Conversation
As Requested	For Correction	Prepare Reply
Circulate	For Your Information	See Me
Comment	Investigate	Signature
Coordination	Justify	

REMARKS

#1 - FOR ACTION

PLS PREPARE A RECOMMENDATION TO THE DCI FOR
THE DDA'S SIGNATURE

SUSPENSE: 11 SEPTEMBER 1984

Change to 13 Sept/ASAP.

cc: D/LOGISTICS
D/PERSONNEL

[Redacted] [Redacted] D18 HQS [Redacted]	D of approvals, concurrences, disposals, and similar actions	
	Room No.—Bldg.	
	Phone No.	

OPTIONAL FORM 41 (Rev. 7-76)
Prescribed by GSA
FPMR (41 CFR) 101-11.206

* GPO: 1983 O - 181-529 (332)

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EXECUTIVE SECRETARIAT ROUTING SLIP

TO:

		ACTION	INFO	DATE	INITIAL
1	DCI				
2	DDCI				
3	EXDIR				
4	D/ICS				
5	DDI				
6	DDA	/			
7	DDO				
8	DDS&T				
9	Chm/NIC				
10	GC				
11	IG				
12	Compt				
13	D/Pers				
14	D/OLL				
15	D/PAO				
16	SA/IA				
17	AO/DCI				
18	C/IPD/OIS				
19					
20					
21					STAT
22					
SUSPENSE		13 SEPT Date			

Remarks

For recommendation to DCI please

Executive Secretary

9/5/84

Date

3637 (10-81)



U.S. SMALL BUSINESS ADMINISTRATION
WASHINGTON, D.C. 20416

Executive Registry
84-6109

August 31, 1984

The Honorable William J. Casey
Director
Central Intelligence Agency
Washington, DC 20505

Dear Director Casey:

You are cordially invited to attend the VIP Preview of the National Minority Procurement Fair which will be followed by the Opening Ceremony and Ribbon Cutting.

The Preview will be held on Monday, October 1, from 10:00 a.m. to 12:00 p.m. when the Opening Ceremony and Ribbon Cutting will take place.

The National Minority Procurement Fair features exhibits of the products of over 200 minority-owned firms in the manufacturing and high tech fields.

The fair is being held at the Washington Hilton, 1919 Connecticut Avenue, N.W. Washington, D.C. After the Opening Ceremony, the Fair will run through October 3rd.

Yours Truly,

James C. Sanders
Administrator

R.S.V.P.
Catherine Killian
(215) 596-5967
FTS: 596-5967



P-306